SWEETWATER SPRINGS WATER DISTRICT

TO: Board of Directors **AGENDA NO. VI**

FROM: Steve Mack, General Manager

Meeting Date: February 2, 2012

Subject: GENERAL MANAGER'S REPORT

RECOMMENDED ACTION: Receive report from the General Manager.

FISCAL IMPACT: None

DISCUSSION:

1. **Laboratory Testing:** Water quality tests confirm that all SSWD water meets all known State and Federal water quality standards.

2. **Water Production and Sales:** Water sales in December were 14,645 units (33.6 AF, Monte Rio cycle) and production was 51.0 AF. Compared to one year ago, sales this December was more and production was less (31.5 AF and 56.7 AF, respectively). The difference between sales and production has declined for the 4th straight month – now at 27%. Figure 1 shows the 12 month moving average since September 2006, data are available back to May 2001.

3. **Leaks:** In December we had 10 total leaks and spent 32.25 man-hours on them. Those are similar amounts in leaks but fewer man-hours compared to the prior month and compared to December one year ago (12 leaks, 45 man-hours). Figure 2 is continued showing service and main leaks separately with a total breaks line as well.

4. **The rainy season is here, finally.** Figure 3 is the cumulative annual Guerneville rainfall starting in October. The wet weekend got the local rain gages in action finally – 11 inches for the month which is about average for January. The cumulative curve for this year is above the 2008-2009 curve – a drought year, but still substantially below average for the year.

5. **Toilet Rebate Program:** There was 1 toilet rebate issued in January. A total of 74 rebates have been approved. We have received a draft amended agreement from the Sonoma County Water Agency to allow the direct install program and expect to have that on the agenda for March.

6. **In-House Construction Projects:** There were four in-house projects reported for January requiring 286 man-hours. The largest project was the

replacement of 125 feet of main on Canyon Six Court and Canyon Four Road (192.5 man-hours). The other projects were a meter upgrade on Canyon 3, replacement of 100 feet of main along Hwy 116 near the Hideaway, and a service line replacement on west Street.

7. **Sonoma County Water Agency (SCWA) Water Rights Permit Revision Protest.** A meeting with SCWA staff has been scheduled for February 7.

8. **Gantt Chart:** February in the Gantt Chart shows the Budget Committee meeting to review the draft budget – that first meeting has happened and another meeting is scheduled. Design of the FY 2013 CIP is well underway.

Figure 1. Water Production and Sales 12 Month Moving Averages
Sweetwater Springs Water District Since September 2006

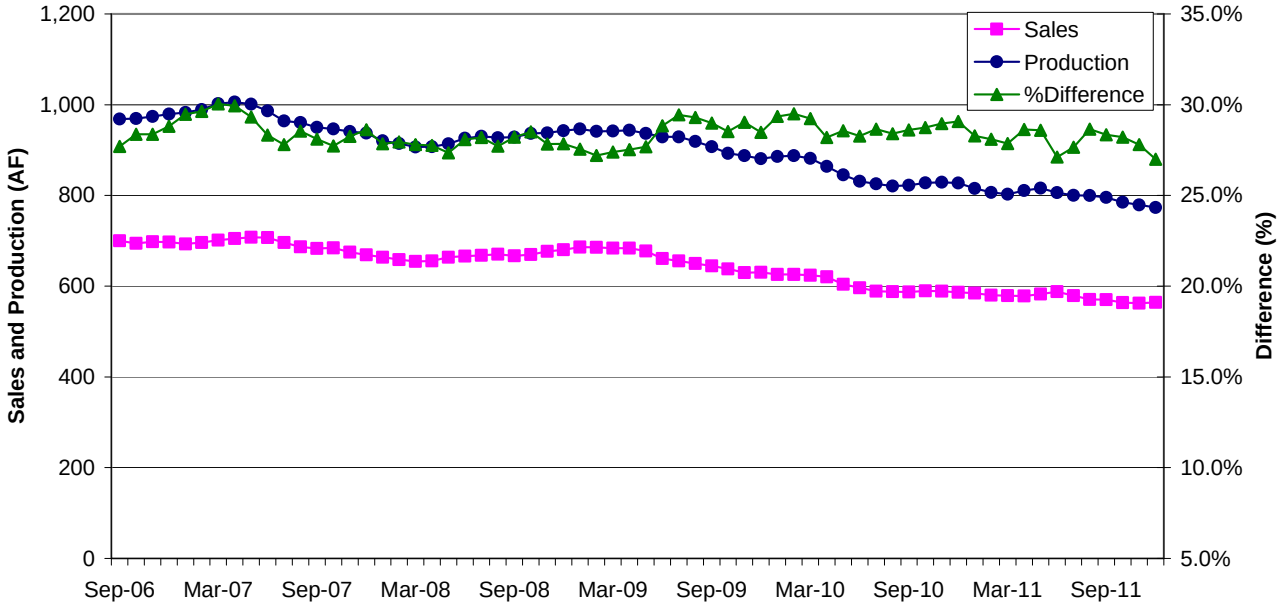

Figure 2. Sweetwater Springs Water District Main and Service Pipeline Breaks
Moving Annual Average Since September 2006

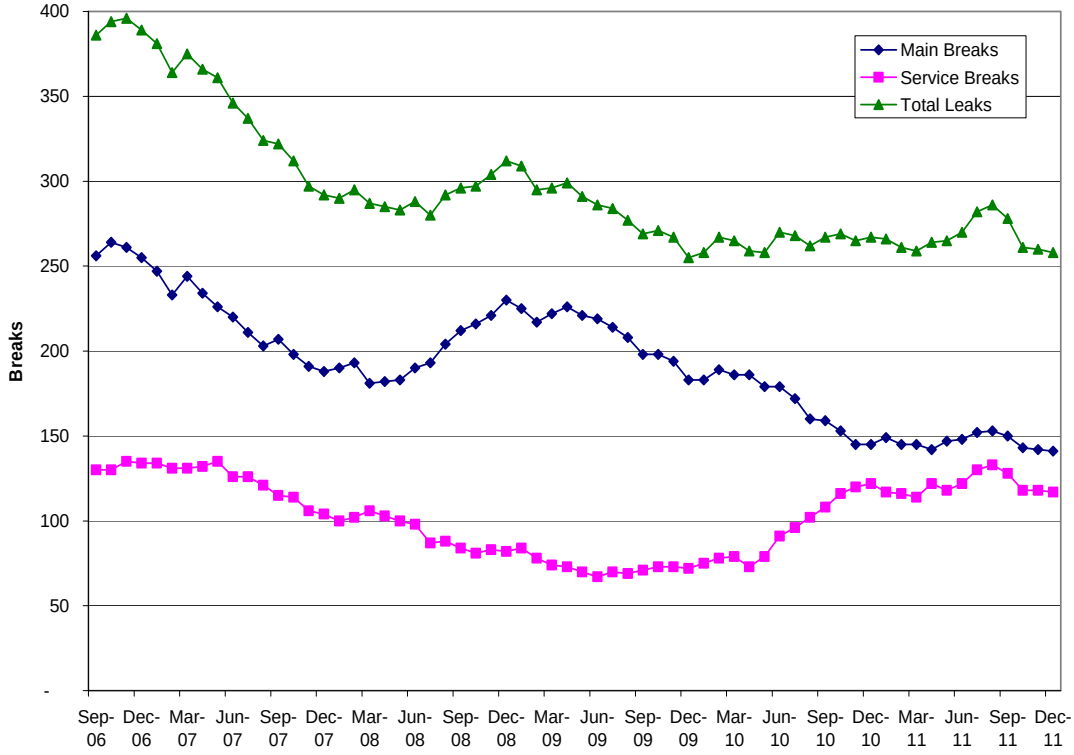

Figure 3. Guerneville Cumulative Monthly Rainfall

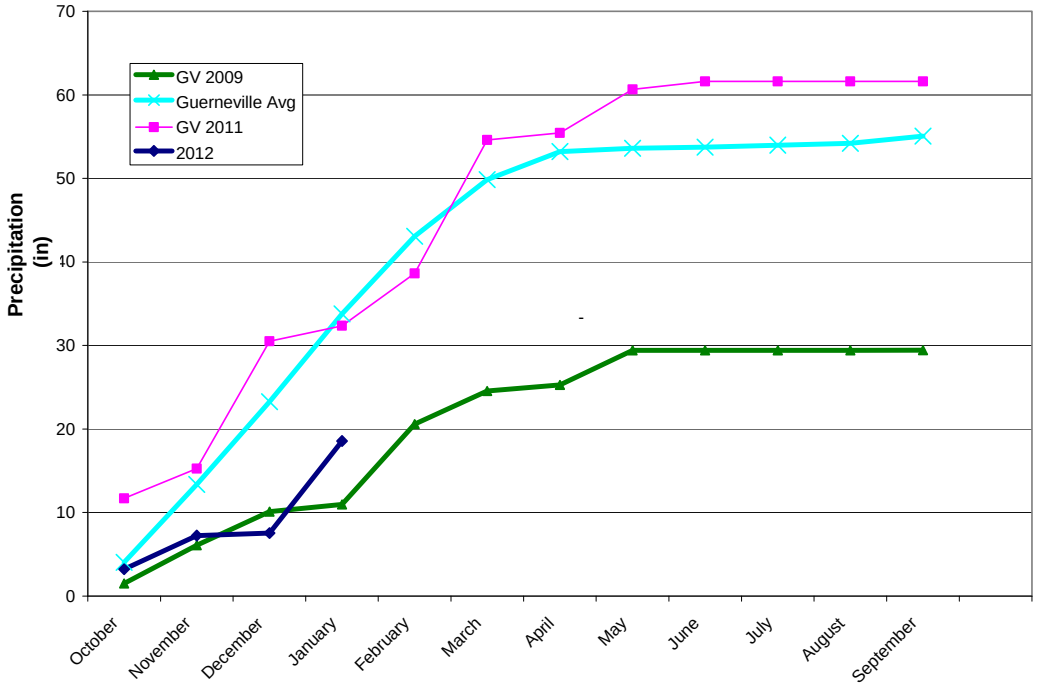

Table 1. Sweetwater Springs WD Calendar Gantt Chart		Jan-11	Feb-11	Mar-11	Apr-11	May-11	Jun-11	Jul-11	Aug-11	Sep-11	Oct-11	Nov-11	Dec-11	Jan-12	Feb-12	Mar-12	Apr-12	May-12	Jun-12	Jul-12	2012
Ongoing Activity																					
Board Action																					
Other Milestone																					
Current Month																					
By Activity																					
Action Item/Milestone	**Projected Completion / Milestone Date**																				
Crystal Communications Lease	Completed																				
2011-12 Budget Preparation																					
• Capital Improvement Program Board Discussion	December-11																				
• Staff Budget Preparation Begins																					
• Ad Hoc Budget Committee Reviews Draft Budget																					
• Draft Budget to Board for Discussion/Action	April-11																				
• Approve Budget	May-11																				
2012-13 Budget Preparation																					
• Capital Improvement Program Board Discussion																					
• Staff Budget Preparation Begins																					
• Ad Hoc Budget Committee Reviews Draft Budget																					
• Draft Budget to Board for Discussion/Action																					
• Approve Budget																					
Capital Projects																					
• CIP Phase IV-B, Project 1 Construction Starts	April-10																				
• CIP Phase IV-B, Project 1 Construction Completed	October-10																				
• CIP Phase IV-B, Project 2 Construction																					
• CIP Phase IV-B, Project 2 Construction Completed																					
• 2012 CIP Construction Award of Contract																					
• 2012 CIP Construction Starts																					
• 2012 CIP Construction Complete																					
• Update/Review District CIP																					
• 2013 CIP Design																					
2010 Urban Water Management Plan	July-11										Public Hearing										
Water Rights	SCWA Protest						SCWA Response														
Building Lease																					
• Lease Ends	July-11																				
Policies and Procedures																					
• Other Policy																					
• Overall Review																					
Board and General Manager Goals and Objectives																					